

STATEMENT OF WORK
Obstruction Removal (500)
Kentucky

These deliverables apply to this individual practice. For other planned practice deliverables refer to those specific Statements of Work.

DESIGN

Deliverables:

1. Design documents that demonstrate criteria in practice standard have been met and are compatible with planned and applied practices
 - a. Practice purpose(s) as identified in the conservation plan.
 - b. List of required permits to be obtained by the client
 - c. Compliance with NRCS national and state utility safety policy (NEM part 503-Safety, Subpart A - Engineering Activities Affecting Utilities, 503.00-503.6). It is the client's responsibility to contact Kentucky811, Call 811 Before You Dig. See www.kentucky811.org for more information.
 - d. Practice standard criteria related computations and analyses to develop plans and specifications including but not limited to:
 - i. Removal methods
 - ii. Safety issues
 - iii. Disposal methods
 - iv. Erosion and sediment controls
2. Written plans and specifications including sketches and drawings shall be provided to the client that adequately describes the requirements to install the practice and obtain necessary permits.
3. Certification that the design meets practice standard criteria and complies with applicable laws and regulations (NEM Subpart A, 505.03(b)(2)).
4. Design modifications during installation as required

INSTALLATION

Deliverables

1. Pre-installation conference with client and contractor
2. Verification that client has obtained required permits
3. Staking and layout according to plans and specifications including applicable layout notes
4. Installation inspection
 - a. Actual materials methods used
 - b. Inspection records
5. Facilitate and implement required design modifications with client and original designer
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation
7. Certification that the installation process and materials meets design and permit requirements (NEM Subpart A, 505.03(c)(1)).

CHECK OUT

Deliverables

1. As-built documentation
 - a. Extent of practice units applied
 - b. Drawings
 - c. Final quantities
2. Certification that the installation meets NRCS standards and specifications and is in compliance with permits
3. Progress reporting
4. Photo documentation recommended.

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SPECIAL REQUIREMENTS FOR COST SHARED PRACTICES

As noted in GM KY Supplement 450-407.12: Certifying Performance for Cost Sharing (June 2008)

- A. All practices will be located and identified using Global Positioning Systems (GPS) unit. (See GM KY 450-407.12 for additional guidance.)
 - B. Practices receiving cost share assistance will be photo identified with no less than one before picture and no less than one after picture. (See GM KY 450-407.12 for additional guidance)
- A quick link to the policy is: ftp://ftp-fc.sc.egov.usda.gov/KY/GM_Supplement_450.pdf

SUPPORTING DATA AND DOCUMENTATION**Field Data and Survey Notes**

Record the following minimum information on survey note sheets, NRCS-ENG-28 and 29 or appropriate engineering paper.

1. A plan view sketch showing the location of the obstructions, any utilities and structures to be saved;
2. Any special conditions that will affect removal;

Design Data

Record on appropriate forms and/or engineering paper. For guidance on the preparation of engineering plans see Chapter 5 of the EFH, Part 650. The following is a list of the minimum required design data:

1. A plan view drawing showing obstructions, utilities and structures to be saved;
2. Construction notes that detail removal methods and limitations;
3. Designated disposal areas or construction notes detailing disposal options;
4. Vegetative plan. This must meet the criteria, specifications, and documentation requirements of the Kentucky practice standard for Critical Area Planting, Code 342. Show on plans;
5. Operation and Maintenance plan;
6. Job Class
7. Signature of someone with design approval authority.

Construction Check Data

Record on survey notepaper, NRCS-ENG-28 and ENG 29, or other appropriate engineering paper. Survey data will be plotted on plans in red. The following is a list of minimum data required for As-builts:

1. Documentation of site visits on CPA-6. Include the date, who performed the inspection, specifics as to what was inspected, all alternatives discussed, and decisions made and by whom;
2. Documentation by measurement or photos, that the obstructions are properly removed;
3. Documentation that the debris was properly disposed of;
4. Tickets for fertilizer, seed and mulch weigh tickets (If mulch used.);
5. Final quantities and documentation for quantity changes, and materials certification;
6. Sign and date check notes and plans by someone with appropriate approval authority. Include statement that practice meets or exceeds plans and NRCS practice standards.

REFERENCES

- Field Office Technical Guide (eFOTG), Section IV, Conservation Practice Standard – Obstruction Removal, 500.
- National Engineering Manual
- NRCS National Environmental Compliance Handbook
- NRCS Cultural Resources Handbook